



**CITY OF MARLBOROUGH
OFFICE OF TRAFFIC COMMISSION
140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752**

Traffic Commission Minutes

The Regular Meeting of the Traffic Commission was held on Tuesday, February 24, 2015 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman - Police Chief Mark Leonard, DPW Commissioner John Ghiloni and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins and local resident Mr. James Joubert. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of December 17, 2014.

MOTION was made, seconded, duly VOTED:
TO APPROVE.

Note: No meeting held in January. All new business items carried over to this agenda, however, some have already been addressed.

2 – New Business

2a) Communication from Julie Crawford, re: Hardship overnight parking exemption for 12 Gates Ave.

Ms. Crawford sent a request to the Traffic Commission for a “hardship winter parking waiver for my neighbor” at 12 Gates Ave. There is no parking space at this address and the residents are hoping to obtain a variance from the zoning commission to build a parking area on their property. They were advised that the decision won’t be made until late spring. Due to the overnight parking ban, they have been parking at the lot at Hildreth School, however, they have been getting ticketed by police for parking there during the ban.

Chief Leonard advised that he would have referred this issue to the DPW if the Traffic Commission had held a meeting in January. The Chief said that cars have actually been towed from this lot for snow removal. John Ghiloni said that the residents of this address

have already gone before the ZBA (Zoning Board of Appeals) but were advised that they needed to present detailed plans for the new driveway. Tim Collins said that the residents were given until June to get more information together. He said that the main issue is with snow plowing and that even with an exemption, vehicles still have to be moved for snow removal.

Chief Leonard advised that he will contact them and let them know that we have briefly discussed the issue. They may have worked something out by now.

MOTION was made, seconded, duly VOTED to REMOVE and PLACE ON FILE.

2b) Communication from Councilor Tunnera, re: Buses on local roads going to NESC.

Chief Leonard received an e-mail from Councilor Tunnera on this issue and believes that he is referring to Ferrechia Drive. The Chief noted that the Traffic Commission had previously discussed a truck issue in this area and added signage to direct trucks elsewhere. He noted that the issue with the buses “is always a battle”. The hotels have been instructed to give directions to the rink away from the neighborhoods. Embassy Suites has a gate in the back with easy access to the neighborhood route. There was discussion as to whether or not this gate was supposed to be kept locked. The Chief believes that employees of Marlborough Hills also park in this lot (by agreement) and use the gate entrance as they do not have enough parking onsite.

Lisa Thomas will search through the Special Permits and see if she can find anything about this gate being kept locked.

MOTION was made, seconded, duly VOTED to REFER to Lisa Thomas to see what she can find out about the gate.

2c) 2015 Traffic Commission meeting schedule.

Chief Leonard included a copy of the schedule for all to review. The meetings are typically held on the last Tuesday of the month, except in December, at 10:00 am. He tried to make sure that they were off nights from the City Council meetings.

Lisa Thomas advised that she would try to let the Chief know in advance if she had any problems around election time.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE.

3-Old Business

3e) Parking concerns in the vicinity of 131 Pleasant Street.

Chief Leonard prepared three amendments to the regulations for a vote. They are as follows:

- 1) **DELETE** the current 30 minute parking restriction under “Time Limit Parking” in the area of Chestnut Street.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

- 2) **DELETE** the current parking restriction under “No Stopping, Standing or Parking” on the West Side of Pleasant Street.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

- 3) **ADD** new restriction under “No Stopping, Standing or Parking” to include the West side of Pleasant Street from Chestnut St. to Berlin Rd.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

3f) Pedestrians crossing Granger Blvd. near New St.

Chief Leonard prepared the regulation to add the new crosswalk on Granger Blvd. at Liberty Street under the section on “Crosswalk locations” and presented it for a vote.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

3h) Communication from Councilor Tunnera, Re: parking concerns on Northboro Road West @ Elm Ridge Condominiums.

Tim Collins received an e-mail from Joseph Frawley of MADOT advising that “it is OK for the City of Marlborough to post both sides of Northboro Road – West as NO Parking Anytime within the State Highway layout”. Tim also had a diagram of the area to be posted.

Chief Leonard asked how this should be documented as this is a state regulated area and the City is just installing the signs on their behalf. Tim Collins suggested that we could make a section in our regulations to reference the area in question. The Chief wanted to determine the exact statute so that if his officers were to write a citation they could check off “restricted Zone” and be able to have the section documented if necessary.

Tim Collins advised that he would get this information from Mr. Frawley. He also noted that the signs would be installed when the snow melts.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to get the statute information and to the DPW to install the proper signs as per the approval of MA DOT.

3g) Hayden St. /Walker St. traffic concerns.

Update: Tim Collins stated that the stop sign will be installed when the ground is no longer frozen.

3c) Stop signs on Bigelow Street.

Mr. Joubert was in attendance for an update on this issue. Chief Leonard advised that Mr. Pilachowski has provided pricing information on the solar power speed signs. The cost is approximately \$11,000 for the installation of two signs. The Traffic Commission had hoped to install two solar power speed signs, however, it has been determined that only one location receives sufficient sunlight to provide enough power. The second sign would require an alternative power source. The Chief has forwarded this information to the funding contact at DCU and advised that they may reach out to Mr. Pilachowski directly for specifics. They would then purchase the signs and Engineering could assist with installation up to a point.

Mr. Joubert again talked about the fact that there are no crosswalks on Bigelow and that the stop signs should not be there and how he wants them removed. Chief Leonard explained that the Traffic Commission is trying to maintain a balance and do the best we can for the area and go from there. Hopefully, we can now move forward with the funding source and purchase and install two signs. The Traffic Commission had made a representation at the community meeting that if any of the stop signs were to be removed we would do something to try to mitigate the speed issue at the same time.

MOTION was made, seconded, duly VOTED to REFER ENGINEERING to work with DCU on the information necessary to purchase the signs.

3d) Traffic Commission rules and regulations update.

It was discussed that an update needs to be forwarded to General Code as there have been numerous amendments made since the initial setup. Tim Collins said that he is still working on getting the street regulations that the Traffic Commission reviewed previously into organized groupings. He mentioned that there would have to be a public hearing on it. Lisa Thomas also mentioned that everything needs to be advertised in the Main Street Journal. She also wanted to be sure that General Code knew the amendments were coming from the Police Department and not City Hall as they handle two separate categories from the City. A discussion followed about the possibility of coordinating maps with the regulations so that the regulations could be viewed on the actual street and then linked to a document outlining the regulation.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT to forward the new information to General Code. (Chief Leonard will coordinate this with Karen Lambert, Records Clerk).

Tim Collins asked to discuss a new item not on the Agenda.

New Item: New crosswalk on Williams Street near Court House.

Tim Collins does not like the location of the existing crosswalk and is proposing a new location. It is currently located right in front of the courthouse. It would be better to extend the sidewalk from the parking lot and put a new crosswalk near Robin Drive. He provided an aerial photo of the area with the proposed crosswalk indicated along with the specifications. The new crosswalk would need to be regulated before it can be installed. He noted that the existing crosswalk was never regulated so there is nothing to repeal. Chief Leonard advised that he can create the new regulation and it can be placed on the next agenda for a vote.

MOTION was made, seconded, duly VOTED to REFER to CHIEF LEONARD to prepare the new regulation for the next meeting.

Pam Wilderman, Code Enforcement Officer, stopped in to discuss another item not on the agenda.

New Item: Emergency situation that had just occurred at 87 Fontaine Street.

Pam Wilderman stopped into the meeting to discuss a water main break that had just occurred at this abandoned home. She said that the owner is saying that they are not responsible for any damages. Ms. Wilderman is requesting a bill from everyone who responded to this emergency. The Fire Chief was not present and she will contact him directly. She advised that she is going to send a bill to the mortgage company and hopes to put a lien on the property. She also mentioned that there was an issue with TB a few years ago and wanted anyone who went into the house to be tested for TB.

3a) Municipal off street parking regulation.

MOTION was made, seconded, duly VOTED:
To TABLE.

3b) High School parking regulations.

MOTION was made, seconded, duly VOTED:
To TABLE.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 10:46 am.

Respectfully submitted,

Karen L. Lambert
Records Clerk
Marlborough Police Department

List of documents and other exhibits used at the meeting:

-Meeting Agenda for Tuesday, February 24, 2015 (Including City of Marlborough Meeting Posting).

-Letter from Julie Crawford to the Traffic Commission members, dated 1/7/15, re: Hardship Winter Parking for 12 Gates Ave., Glauca Reis Residence.

-E-mail from Councilor Tunnera to Chief Leonard, dated 1/19/15, re: Concerns about buses using a cut through to the rink.

-Traffic Commission Meeting Schedule for 2015.

-Regulation to amend "Time Limit Parking" on Pleasant Street (deletes existing regulation).

-Regulation to amend "No Stopping, Standing or Parking" on Pleasant Street (deletes existing regulation).

-Regulation to amend “No Stopping, Standing or Parking” on Pleasant Street (adds all of Pleasant Street on West Side from Chestnut St. to Berlin Rd.)

-Regulation to amend “Crosswalk Locations” (Adds Granger Blvd., at Liberty Street to the schedule).

-E-mail from Tim Collins to Traffic Commission Members, dated 1/21/15, re: Main Street Municipal Lot, across from City Hall and Main Street Municipal Lot, west of Bolton Street.

-E-mail chain between Joseph Frawley and Tim Collins, dated 12/11/14 to 2/23/15, re: Route 20 signage.

Additional Handouts

-Diagram of Northboro Road West (within Route 20 layout).

-Aerial photo of Williams Street with proposed crosswalk indicated.